HOST--(a) A representative of the tour operator, destination or other tour principal who provides escort service at the destination. The term host-escort is often used to make a distinction between this function and (b) Such representatives who provide only information or greeting services or who assist at the destination with ground arrangements without actually accompanying the tour. Also referred to as a courier, conductor, escort, manager, director or leader.

HOTEL CLASSIFICATIONS--The following designations are generally understood throughout Europe, and to an extent, the world. There is neither an official nor generally accepted rating system for U.S. hotels/motels. **Budget**--Budget hotels and motels are reasonably priced accommodations and are the fastest growing segment of the U. S. lodging industry. In general, they provide a room with a bed, TV, telephone and shower, as well as free parking. They often do not have room service or a restaurant. **Deluxe**--A top grade hotel; all rooms have private bath; all the usual public rooms and services are provided; a high standard of decor and services is maintained. **First Class and Luxury**--Many luxury hotels in the U.S. exist in large cities, offering a number of special services to the business and leisure traveler. A U. S. first class hotel offers, for example, first rate restaurants, banquet and conference rooms, valet service, room service, cable TV, and complimentary morning newspapers. **Moderate**--These hotels account for nearly 75% of available U.S. hotel rooms. They have on-site restaurant, bar and perhaps conference rooms, as well as the basic services. **Tourist (Economy or Second Class)**--Budget operations; few or no private baths; services may be very limited.

HSMA--Acronym for the Hotel Sales & Marketing Association. 1300 "L" Street, NW, Suite 800, Washington, DC 20005, 202-789-0089.

HUB & SPOKE TOURS--Tours which utilize a central destination with side trips of varying length to nearby destinations.

IACVB--Acronym for the International Association of Convention & Visitors Bureaus (only bureaus are members). Post Office Box 758, Champaign, IL 61824-0758, 217-359-8881.

IMMIGRATION--The process by which a government official verifies a person's passport, visa or birth certificate.

INBOUND--Travel coming INTO an area from other distant destinations.

INBOUND TOUR--Group of travelers whose trip originated in another city or country.

INCENTIVE TOUR--(a) A trip offered as a prize, particularly to stimulate the productivity of employees or sales agents; (b) The business of operating such travel programs.

INCENTIVE TRAVEL--Trips organized by companies for employees, designed as a reward for top performance. Generally, these trips combine leisure activities with meetings and themed parties. Incentive travel commonly requires four-star rated or better properties, and includes such leisure activities as golf and tennis.

INCIDENTALS--Charges incurred by the participants.

INCLUSIVE--Fare includes all aspects of tour (airfare, accommodations, sightseeing/tours, entertainment, etc.--meals will be specified).